NOTICE OF PUBLIC MEETING
PHOENIX CITY COUNCIL
NEIGHBORHOODS, HOUSING AND DEVELOPMENT SUBCOMMITTEE

Pursuant to A.R.S. Section 38-431.02, notice is hereby given to the members of the PHOENIX CITY COUNCIL NEIGHBORHOODS, HOUSING AND DEVELOPMENT SUBCOMMITTEE and to the general public, that the PHOENIX CITY COUNCIL NEIGHBORHOODS, HOUSING AND DEVELOPMENT SUBCOMMITTEE will hold a meeting open to the public on **Tuesday, October 15, 2013 at 10:00 a.m. located at Phoenix City Hall, 1st Floor Atrium, Assembly Rooms A, B, & C, 200 West Washington Street, Phoenix, Arizona.**

One or more Subcommittee members may participate via teleconference. The agenda for the meeting is as follows (items may be discussed in a different sequence than posted):

<table>
<thead>
<tr>
<th></th>
<th>Call to Order</th>
<th>Daniel Valenzuela, Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<tr>
<td>2</td>
<td><strong>Call to the Public:</strong> Consideration, discussion and comments from the public; those wishing to address the Subcommittee need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.</td>
<td>Daniel Valenzuela, Chair</td>
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<tr>
<td>3</td>
<td><strong>Review and Approval of the September 17, 2013 Neighborhoods, Housing and Development Subcommittee Meeting Minutes</strong></td>
<td>Page 5</td>
</tr>
<tr>
<td>Item 4 is for Information Only. Although no presentation is planned, staff will be available to answer questions.</td>
<td>Karl Matzinger, Housing</td>
<td></td>
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<table>
<thead>
<tr>
<th></th>
<th>HOUSING DEPARTMENT DEVELOPMENT AND HOMEOWNERSHIP ACTIVITY FOR FY 2012-2013</th>
<th>Karl Matzinger, Housing</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>This report is an update on the Housing Department affordable housing loan program, development projects, and homeownership activity from July 1, 2012 through June 30, 2013. Through public-private partnerships, the Housing Department provided funding for a total of 377 housing units this past fiscal year. In addition, 2,119 units are in progress for rehabilitation or development. <strong>This item is for information only.</strong></td>
<td>Page 13</td>
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<tr>
<td>Items 5-6 are for consent action. No presentations are planned; however staff will be available to answer questions.</td>
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</table>
| **5. RETROACTIVE APPROVAL TO APPLY FOR, ACCEPT AND DISBURSE TWO FAMILY SELF SUFFICIENCY (FSS) GRANTS**  
This report requests the Subcommittee recommend retroactive City Council approval to apply for, and if awarded to accept both a Public Housing Family Self Sufficiency grant in an amount up to $69,000 and a HCV FSS grant in an amount up to $138,000 from the U.S. Department of Housing and Urban Development and to execute grant agreements and all other required documents and take all actions necessary to implement the grants.  
**This item is for consent action.**  
Karl Matzinger, Housing | Karl Matzinger, Housing  
Page 17 |
| **6. 2014-15 ANNUAL ACTION PLAN AND CDBG REQUEST FOR PROPOSALS**  
This report requests the Subcommittee recommend City Council approval of the process for the 2014-2015 Consolidated Plan Annual Action Plan and Community Development Block Grant Request for Proposals priorities.  
**This item is for consent action.**  
Chris Hallett, Neighborhood Services | Chris Hallett, Neighborhood Services  
Page 19 |
| Items 7-8 are for information, discussion and possible action. |
| **7. ZONING ORDINANCE TEXT AMENDMENT TA-3-13 TO ALLOW AN HISTORIC PRESERVATION-LANDMARK (HP-L) TO OPEN TO THE PUBLIC, SUBJECT TO A SPECIAL PERMIT**  
This report provides information to the Subcommittee on a Zoning Ordinance Text Amendment to allow property designated with the Historic Preservation-Landmark zoning overlay to open to the public, subject to approval of a Special Permit through the rezoning public hearing process. Staff requests the Subcommittee recommend City Council approval of Zoning Ordinance Text Amendment TA-3-13.  
**This item is for information, discussion and possible action.**  
Alan Stephenson, Planning and Development | Alan Stephenson, Planning and Development  
Page 21 |
| **8. INFILL ADVISORY GROUP UPDATE**  
This report provides an update to the Subcommittee on the Infill Advisory Groups and requests the NHD Subcommittee recommend City Council approval of the new Infill Area Map and Phase I technical recommendations for streamlining infill development.  
**This item is for information, discussion and possible action.**  
Alan Stephenson, Planning and Development | Alan Stephenson, Planning and Development  
Page 27 |
<table>
<thead>
<tr>
<th>Item</th>
<th>Title</th>
<th>Details</th>
<th>Speaker(s)</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>9.</td>
<td>ANTI-GRAFFITI TASK FORCE UPDATE</td>
<td>This report provides the Subcommittee with an update on the Anti-Graffiti Task Force initiatives.</td>
<td>Chris Hallett, Neighborhood Services</td>
<td>35</td>
</tr>
<tr>
<td>10.</td>
<td>NEIGHBORHOOD STABILIZATION PROGRAM UPDATE</td>
<td>This report provides an update to the Subcommittee on the Neighborhood Stabilization Program (NSP).</td>
<td>Chris Hallett, Neighborhood Services and Karl Matzinger, Housing</td>
<td>37</td>
</tr>
<tr>
<td>11.</td>
<td>HOUSING AND HUMAN SERVICES INITIATIVES TO ADDRESS CHRONIC AND VETERAN HOMELESSNESS</td>
<td>This report provides an overview of recent accomplishments and activities helping to alleviate homelessness in the city of Phoenix. The City has been at the forefront of implementing innovative programs and realigning services to effectively address homelessness targeting chronically homeless families and individuals, homeless veterans, and homeless youth.</td>
<td>Karl Matzinger, Housing and Deanna Jonovich, Human Services</td>
<td>43</td>
</tr>
<tr>
<td>12.</td>
<td>OPERATION SAFE HOUSING</td>
<td>This report provides information to the) Subcommittee on a Housing Department initiative to increase the security at City-owned housing communities by partnering with the Phoenix Police Department to implement a community-oriented policing approach. Since implementation, “Operation Safe Housing” has decreased crime in the communities, enhanced safety and has resulted in a more cooperative spirit with residents.</td>
<td>Karl Matzinger, Housing</td>
<td>49</td>
</tr>
<tr>
<td>13.</td>
<td>DEVELOPMENT PROCESS IMPROVEMENTS UPDATE</td>
<td>This report provides information to the Subcommittee on the current status of several streamlined development processes and other follow up items from the Development Process Ad Hoc Task Force approved by the City Council during the past year.</td>
<td>Alan Stephenson, Planning and Development</td>
<td>51</td>
</tr>
<tr>
<td>14.</td>
<td>Future Agenda Items:</td>
<td>This item is scheduled to give Subcommittee members an opportunity to mention possible topics for future Subcommittee agendas or to request City staff to follow-up on Subcommittee issues.</td>
<td>Daniel Valenzuela, Chair</td>
<td></td>
</tr>
<tr>
<td>15.</td>
<td>Call to the Public:</td>
<td>Consideration, discussion and comments from the public; those wishing to address the Subcommittee need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.</td>
<td>Daniel Valenzuela, Chair</td>
<td></td>
</tr>
</tbody>
</table>
For further information, please call Brandie Barrett, Management Assistant, City Manager’s Office, at 602-262-7684 or Thaddis Jackson at 602-262-5099.

Persons paid to lobby on behalf of persons or organizations other than themselves shall register with the City Clerk prior to lobbying or within five business days thereafter, and must register annually to continue lobbying. If you have any questions about registration or whether or not you must register, please contact the City Clerk’s Office at 602-262-6811.

For reasonable accommodations, call Brandie Barrett at Voice/602-262-7684 or TTY/602-534-5500, or Thaddis Jackson at 602-262-5099 as early as possible to coordinate needed arrangements.

Subcommittee Members
Councilman Michael Johnson
Councilman Tom Simplot
Councilman Jim Waring
Councilman Daniel Valenzuela, Chair

October 10, 2013
Phoenix City Council
Neighborhoods, Housing and Development Subcommittee
Summary Minutes
Wednesday, September 17, 2013

1st Floor Atrium
Assembly Rooms A, B, and C
200 West Washington Street
Phoenix, Arizona

Subcommittee Members Present
Councilman Daniel Valenzuela, Chair
Councilman Johnson
Councilman Simplot
Councilman Jim Waring

Subcommittee Members Absent
None

Staff Present
Patrick Ravenstein
Nathan Smith
Nichole Ayoola
Philip Isaacson
Elizabeth Parker
Jodi Liggett
Erynn Crowley
Jeff Jamison
Penny Parrella
David Cavazos
Esteban Gomez
Chris Meyer
Brandie Barrett
Chris Hallett
Elizabeth Bissa
Bettina Manasseri
Yolanda Martinez
Gregory Gonzales
Maria Bears
Clifton Pendergrass
Tamyra Spendley

Staff Present
Kent McCarthy
Gary Verburg
Lisa Takata
Sam Feldman
Ed Zuercher
Timothy Boling
Tim Valencia
Christina Vasko
Lina Cruz
Susan Hyatt
Kweilin Waller
Robin Anderson
Sandy Estrella
Moises Gallegos
Neal Young
Ruben Alonzo
Larry Tom
Rick Naimark
John Chan
Alan Stephehenson
Thaddeus Jackson

Public Present
Jason Morris
Robert Hasty
Jak Keyser
Kirstin Greene
Jim Kainsin
Jim Mapstead
Susanne Stacy
Robby Milner
Steve Capobres
John Purtell
Steve Hastings
Ben Graff
John Brodsky

Public Present
Tim O’Neal
Allie Bones
Kim Heflin
Jim Kaiser
Debra Buckner
Jake Hinman
David Hepburn
Doreen Nicholas
Brian Spicker
Sheila Harris
John Hartnak
Danny Brown
Amy St. Peters

1. Call to Order
Chairman Valenzuela called the meeting to order at 10:14 a.m. with Councilman
Johnson and Councilman Waring present. Councilman Simplot joined the meeting
at 10:16 a.m.

2. Call to the Public
There were no speakers.
3. **Review and Approval of the June 18, 2013 Neighborhoods, Housing, and Development Subcommittee Meeting Minutes**
Councilman Johnson moved to approve the minutes from the June 18, 2013 meeting. Chairman Valenzuela seconded the motion, which passed 3-0.

4. **Authorization to Sell Any Scattered Site Home Through the Existing Section 32 Homeownership Program up to the HUD-Approved Limit of 50**

5. **Allocation of Home Funds for Loan to Catholic Charities Community Services, INC.**

6. **RFP for Development of City Property Near Central and Columbus Avenues**
Councilman Waring moved to approve items 4 through 6. Chairman Valenzuela seconded the motion, which passed 3-0.

Councilman Simplot arrived at 10:15 a.m.

7. **Valley of the Sun United Way Healthy Food Initiative for Limited Supermarket Access Areas**
Deanna Jonovich, Human Services Director, introduced the item by stating that a partnership with the Valley of the Sun United Way, which established the goal of reducing the number of hungry households from 82,000 to 27,000 by the year 2020, represented an opportunity to make a significant impact on hunger not only in Phoenix, but also in Maricopa County.

Brian Spicker, a representative of Valley of the Sun United Way, added that the organization’s latest initiative proposed targeting food insecurity by developing a market-based solution for 11 food deserts that have been identified in Maricopa County. He indicated these project goals could be achieved by supporting St. Luke’s Health Initiative.

Councilman Simplot cautioned that resources for such programs should be leveraged to ensure that the duplication of services and or distribution systems did not occur. He also suggested that Mr. Spicker reach out to the Superintendent of the Isaac School District, Mario Ventura, who has also been working to achieve similar community goals and objectives.

Councilman Simplot moved to recommend that City Council approve City staff to support the Healthy Food Initiative. Councilman Johnson seconded the motion, which passed 4-0.

10. **Zoning Ordinance Text Amendment to Modify Regulations for Charitable Drop Boxes (Item heard out of order)**
Allen Stephenson, Planning and Development Acting-Director, explained that Staff has met with community stakeholders from the non-profit and private sectors, and created a plan to mitigate the negative impacts of charitable drop-boxes. He identified four guidelines developed as counter-measures: the initial purchase of a $135 drop-box permit, the obligation to renew the permit annually, attainment of a notarized affidavit of the property owner’s approval, and restrictions on the size and or number of drop-boxes per location. Mr. Stephenson asked for the Subcommittee to provide policy direction to Staff in order to finalize a plan.
Robert Hasty, representative of Community Works of Arizona, raised the concern that none of the charitable boxes managed by his non-profit met the proposed restrictions for box size. He stated that his organization did not have the financial resources to reconstruct all of its boxes, and it would eventually be forced to close its operations in Phoenix. He added that such an action would negatively impact the charities his organization supported. Mr. Hasty also commented that the provision in the recommendations regarding the property owner’s approval should be expanded to include their authorized agents or representatives because owners could be very difficult to contact.

Jim Mapstead, Sunny Slope and Paradise Village County Planning Committees, commented that drop-boxes were becoming dumping centers for household furniture and appliances. He also stated that for-profit organizations were exploiting people’s generosity by shipping donated items out of state, which ultimately deprived local communities of beneficial good and services. Mr. Mapstead argued that only non-profits in Arizona should be allowed to benefit from items that are donated in the State.

Suzanne Stacy, Bosom Buddies of Arizona, stated that the proposed language of the amendments was too restrictive and threatened to decrease the quantity of donations her non-profit organization received via drop-boxes. She added that this was important because her organization was primarily funded by donations.

Jim Kaiser, President of Charity Recycling Solutions, commented that while he was in favor of regulations that would record the number and location of all drop-boxes, state laws have already been passed regarding proper signage on drop-boxes. He added that his organization has already established contracts with property owners and developed scheduled maintenance protocols for its boxes. He argued that the number of drop-boxes in the City, especially those that were classified as unidentifiable or unclean, was grossly exaggerated.

Jack Keyser stated that he supported the idea of the $135 drop-box permit fee as it would enable the City to recover the costs to implement and sustain a regulatory procedure. He advised small non-profits to look to their board of directors and corporate partners to provide necessary funds for permit fees and/or site locations for drop-boxes. Mr. Keyser suggested that the amendment should require that signage on drop-boxes be durable, and list the names of the non-profits that receive or benefit from the proceeds of donated items.

John Purtell, Director of the Donation Center for Big Brothers Big Sisters, clarified that the $135 permit fee would be required every time a drop-box was placed in a new location. He explained that his organization moved bins throughout the year based on the quantity and quality of donations received, and estimated that some bins were relocated as many as six times a year. Mr. Purtell argued that the administrative costs for moving drop-boxes would be too heavy for non-profits to bear.

Robby Milner, Operations Manager for American Textile Recycling Services, commented that the restrictive nature of the proposed amendments, particularly the $135 permit fee, would negatively impact the number of textile recyclers and the amount of textiles that are recycled in the City. He explained that this would increase the volume of textiles that are sent to landfills, and decrease the amount of
charitable donations made by textile recyclers. Mr. Milner added that the majority of the products collected from drop-boxes was distributed and sold within Arizona.

Kristen Green asked for the suspension of the amendment process until City staff and drop-box operators from the non-profit and private sectors had the opportunity to resolve some of the un-intended consequences of the proposed amendments. She stated that it was possible to find a balance between the needs of the City and the organizations that managed boxes.

Jason Morris, representing Goodwill, commented that Phoenix was the largest municipality without any regulation for drop-boxes. He added that without the institution of a formal process that included, at the very least, the recorded location and number of boxes, their operators, and the signed consent of property owners, the blight caused by drop-boxes would escalate. Mr. Morris argued that it was unacceptable that no one knew the number, location, or condition of all of the drop-boxes in the City.

Councilman Simplot stated that the goal of the amendments was to develop a regulatory process that addressed the needs and interests of all stakeholders. He commented that the $135 permit fee was reasonable and suggested he was willing to explore more flexible guidelines regarding the size of drop boxes (based on minimum lot size) and the type of evidence required to document property owners’ consent.

Councilman Johnson stated that the purpose of drop-boxes was to allow residents to make charitable donations to non-profit organizations in a convenient manner. The non-profits, in return, improved the community by providing goods and services to people in need. Councilman Johnson expressed the possibility of limiting the sole use of drop-boxes to non-profit organizations.

Councilman Waring stated that convenience was the most important aspect of drop-boxes. He suggested that private and non-profit organizations were both effective distributors of goods to people in need and diminished the amount of material landfilled.

Chairman Valenzuela stated that the need to adopt new regulations should be balanced by sensitivity to organizations that had established a history of proper management. He stated that the attainment of property owners’ consent was absolutely vital. He added that it was possible that multiple cost structures could be explored as alternatives to the $135 permit fee. Councilman Valenzuela invited all of the different stakeholder groups to work with Mr. Stephenson to develop regulatory amendments that benefit everyone throughout the City.

Councilman Simplot moved to recommend City Council approval of Zoning Ordinance Text Amendment TA-14-12 to create requirements for charitable drop boxes with a number of modifications. He proposed that the annual renewal fee for drop-boxes be reduced, and that for profit-organizations would be responsible for all permitting costs when they partnered with non-profits to operate drop-boxes. Councilman Simplot added that a wider variety of sizes for drop-boxes would be considered for approval based on the minimum square footage of lot sizes.
Councilman Johnson seconded the motioned, and asked that future conversations regarding drop-boxes were focused on charitable drop-boxes instead of recycle centers. The motion passed 3-1; Councilman Waring opposed.

8. Multi-Family Properties Update
Chris Hallet, Director of Neighborhood Services, introduced the item and stated that staff had successfully identified and utilized resources to improve its enforcement efforts to address health and safety concerns for multi-family properties. He explained that the appointment and confirmation process of the twelve members of the Appeals Panel was underway, and invited Timothy Boling, Deputy Director of Code Enforcement, to discuss procedural changes that had recently occurred.

Mr. Boling explained that the procedure to designate a property as a slum was streamlined through the formalization and automation of the referral process, the modification of forms, and the designation of an inspection staff. He recommended the inclusion of temperature range requirements between seventy and ninety degrees Fahrenheit for interior units, and suggested the incorporation of language that enabled the Department to charge its customers for the inspections it performed in the City’s code. Mr. Boling emphasized the significance of commitments to supplemental training regarding the identification and documentation of code violations, and the formation of partnerships with other departments, industry representatives, and stakeholder work groups. He added that the Woodbridge property was officially designated as a slum property on August 2, 2013; an appeal was received on August 30, 2013.

Councilman Simplot asked if a mid-year budget request could be conducted to ensure this type work is continually funded, particularly the work of performing inspections and legal services. He requested an exploration of legislation that would encourage disinterested owners to sell their property, and provide incentives for investors to buy and refurbish those very same parcels.

Councilman Simplot moved to recommend to City Council approval to modify existing City Code to require temperature range for interior air conditioning, given that the stakeholder work group is consulted regarding the temperature range. Councilman Johnson seconded, and the motion passed 4-0.

9. Zoning Ordinance Text Amendment to Reinstate the Use Permit Requirement for Second Hand/Used Merchandise Sales in C-1 and PSC Zoning Districts. (A Special Meeting was called)

Councilman Simplot moved to recommend that City Council approve the Zoning Ordinance Text Amendment TA-4-13. Councilman Valenzuela seconded the motion, which passed 4-0.

11. Domestic Violence Roadmap Update
Neal Young, Senior Executive Assistant to the City Manager, introduced this item and reiterated Mayor Stanton’s and the City Council’s endorsement of the goal to end domestic violence in Phoenix. He stated that fifty stakeholders throughout the City were assembled to establish a five year plan that was approved and has been underway since April. Mr. Young invited Ms. Jonovich to provide a status update of the program.
Ms. Jonovich explained that the first pillar of the comprehensive plan to end domestic violence was “Community Awareness.” She highlighted a number of events, such as the Paint Phoenix Purple Campaign, the “In Her Shoes Training,” public service announcements and a telethon on Univision have been planned throughout October to establish and maintain higher level of consciousness in the City.

Tim Valencia, Program Manager of City Youth and Education, stated that Flash Mobs, art contests, and Youth Town Halls have been used to raise awareness about domestic violence and engage the youth. He added that these events not only served as a foundation for future projects that would include the majority of schools districts in the City, but also provided valuable experience in regards to developing tailored messages and services for other underserved populations such as immigrants or the elderly.

Elizabeth Bissa, Director of Family Advocacy Center, commented that the purpose of the second pillar “Phoenix as a Model” was to lead the community by adopting best practices in City operations. Ms. Bissa reported that this included the full implementation of existing State statues like the Right to Leave Work, the facilitation of training exercises for supervisors, and the advertisement of existing services like the Employee Assistance Program.

Allie Bones, Executive Director of the Arizona Center Against Domestic Violence, stated the goal of the third pillar “Systems Reform” was to adopt the best practices in all city and state policies and services. She commented that one stage of this process required the official review of law enforcement’s response to domestic violence 911 calls and offender accountability programs. Ms. Bones added that another stage in the process was comprised of the institution of new programs such as the Order of Protection pilot, and the development and enactment of safety procedures for domestic violence victims that make court appearances.

Amy St. Peter, Human Services Manager for Maricopa Association of Governments (M.A.G.), reported that the goal of the fourth pillar, “Coordinated Service Delivery,” was to strengthen, coordinate and improve access to services for victims. She stated that a mobile application has been made available that provides victims with the locations of resources anywhere in Phoenix. Ms. St. Peter added that a project to assess the needs of victims has also begun.

Kim Sterling, representative of the Avon Program for Women and Justice, explained that the goal of the fifth pillar, “Partnerships,” was to engage every level of the community to solve the problem of domestic violence. She commented this included working with the Police Department, the Prosecutor’s Office, and the Family Advocacy Center to design a more effective policies and systems to arrest and prosecute offenders, hold accusers accountable, and offer more comprehensive training to victim advocates.

Chairman Valenzuela recognized the outreach efforts that targeted underserved populations, particularly the youth. He stressed that it was impossible to change any culture without engaging the younger generations. He also congratulated Mayor Stanton, the Council, and the City Manager’s Office for the recognition it received by the Arizona Coalition of Domestic Violence for the efforts they made to end domestic violence.
12. **Requests for Future Agenda Items**
   There were no requests for future items.

13. **Adjournment**
   Chairman Valenzuela adjourned the meeting at 12:06 p.m.

Respectfully Submitted,
Thaddis Jackson
THIS PAGE IS LEFT BLANK INTENTIONALLY
This report is an update on the Housing Department affordable housing loan program, development projects, and homeownership activity from July 1, 2012 through June 30, 2013. Through public-private partnerships, the Housing Department provided funding for a total of 377 housing units this past fiscal year. In addition, 2,119 units are in progress for rehabilitation or development.

THE ISSUE

The Department uses several funding sources to meet the City’s affordable housing goals for providing homeownership, multi-family rental opportunities for seniors and families, and special needs and supportive housing programs. Funding sources include:

Federal Fund Sources
- HOME Investment Partnerships Program (HOME)
- Community Development Block Grant (CDBG)
- Neighborhood Stabilization Program (NSP)
- HOPE VI Program

Non-Federal Fund Sources
- General Obligation (GO) Bonds
- Affordable Housing Funds

Homeownership Opportunities Provided
From July 2012 through June 2013, the Housing Department expended $140,500 in NSP and HOPE VI funding and leveraged $1,285,659 in private lender mortgage financing to assist 18 families to achieve first-time homeownership. See Table I for completed homeownership project details.

Rental Housing and Special Needs Projects Completed
During the same time period, July 2012 through June 2013, the Housing Department partnered to complete 359 new or renovated rental and special needs units with expenditures totaling $10,214,884 in HOME, NSP, HOPE VI and GO Bond funds while leveraging $17,372,463 in non-City funding. See Table I for completed rental and special needs project details.
Council Approved Rental and Special Needs Projects in Progress

The Housing Department has 2,119 units of Council approved rental and special needs housing in various stages of development for families, individuals and seniors. These projects represent $53,514,300 in City funding commitments leveraging private, public and nonprofit funds from diverse sources such as the State of Arizona Low Income Housing Tax Credit Program (LIHTC), State Funds, the Federal Home Loan Bank Affordable Housing Program, HUD Section 202 and 811 programs serving seniors and disabled persons, private lender financing and developer equity. See Table II for details of council approved rental and special needs projects in progress.

REQUESTED ACTION

This report is for information only.
## Table I

Projects Completed: July 2012 – June 2013

<table>
<thead>
<tr>
<th>Homeownership Project Name</th>
<th>$ Expended FY11-12/ $ Leveraged</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Palomino Community Builders</td>
<td>Expended prior to FY 11-12 / $ 190,191</td>
<td>3</td>
</tr>
<tr>
<td>Palomino Neighborhood District 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Neighborhood Stabilization Program (NSP) Down Payment and Closing Cost Assistance Program Citywide</td>
<td>$ 30,000 / $ 189,575</td>
<td>2</td>
</tr>
<tr>
<td>Matthew Henson Homeownership Program Citywide</td>
<td>$ 110,500 / $ 905,893</td>
<td>13</td>
</tr>
<tr>
<td><strong>Total Homeownership Completed</strong></td>
<td>$ 140,500 / $ 1,285,659</td>
<td>18</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Rental / Special Needs Project Name</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>The Lofts at McKinley 809 North 5th Avenue District 7</td>
<td>$ 300,000 / $2,386,336</td>
<td>60</td>
</tr>
<tr>
<td>Madison Pointe Apartments 4134 North 9th Street District 4</td>
<td>$142,321 / $5,153,937</td>
<td>60</td>
</tr>
<tr>
<td>Valleylife Scattered site group home Citywide</td>
<td>$41,416 / $0</td>
<td>4</td>
</tr>
<tr>
<td>Casa Pedro Ruiz 6316 West Van Buren District 7</td>
<td>$31,806 / $1,527,491</td>
<td>49</td>
</tr>
<tr>
<td>Encanto Pointe Apartments 4175 North 9th Street District 4</td>
<td>$954,364 / $7,721,654</td>
<td>54</td>
</tr>
<tr>
<td>Desert Leaf 44 South Horne Mesa</td>
<td>$908,240 / $0</td>
<td>18</td>
</tr>
<tr>
<td>West Eleventh Apartments (formerly known as Cochise Gardens) 1025 West Cochise Drive District 3</td>
<td>$1,864,737 / $583,045</td>
<td>54</td>
</tr>
<tr>
<td>Aeroterra 675 North 16th Street District 8</td>
<td>$5,972,000 / $0</td>
<td>60</td>
</tr>
<tr>
<td><strong>Total Rental / Special Needs Completed</strong></td>
<td>$ 10,214,884 / $ 17,372,463</td>
<td>359</td>
</tr>
<tr>
<td><strong>Total Units Completed</strong></td>
<td>$ 10,355,384 / $ 18,658,122</td>
<td>377</td>
</tr>
</tbody>
</table>
### Table II

**City Council Approved Projects in Progress: July 2012 – June 2013**

<table>
<thead>
<tr>
<th>Rental/Special Needs Project Name</th>
<th>City $ Committed</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Place Apartments (formerly known as Palm Oasis) 802 North 30th Street District 8</td>
<td>$2,000,000</td>
<td>134</td>
</tr>
<tr>
<td>Urban Living On 2nd Avenue 650 North 2nd Avenue District 7</td>
<td>$1,210,000</td>
<td>70</td>
</tr>
<tr>
<td>Madison Gardens 808 E. Missouri Avenue District 6</td>
<td>$2,000,000</td>
<td>133</td>
</tr>
<tr>
<td>Villa Davis 5109 N. 22nd Ave. &amp; 2223 W. Belmont Ave. District 4 &amp; District 5</td>
<td>$479,300</td>
<td>8</td>
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CITY COUNCIL REPORT

TO: Neal Young  
Senior Executive Assistant To The  
City Manager

FROM: Karl Matzinger  
Interim Housing Director

SUBJECT: RETROACTIVE APPROVAL TO APPLY FOR, ACCEPT AND DISBURSE TWO FAMILY SELF SUFFICIENCY (FSS) GRANTS

This report requests the Neighborhoods, Housing and Development Subcommittee recommend retroactive City Council approval to apply for, and if awarded to accept both a Public Housing Family Self Sufficiency (FSS) grant in an amount up to $69,000 and a HCV FSS grant in an amount up to $138,000 from the U.S. Department of Housing and Urban Development (HUD) and to execute grant agreements and all other required documents and take all actions necessary to implement the grants.

THE ISSUE

The FSS program supports assisted-housing residents as they transition from dependence on government assistance to financial independence. During the five-year program, participants agree to actively engage with case managers to improve their financial status through job training and employment goals. The FSS program also offers a unique opportunity to build assets through an escrow savings account. Escrow account savings are awarded to the family upon successful completion of the program.

If awarded, the grants will provide funding to continue a program in the Housing Department that provides services to participants in the City’s public housing and HCV programs. If not funded, the program may be discontinued. The Public Housing FSS grant would provide up to $69,000 for one year to continue to fund one staff person to serve participants in the public housing program. The HCV FSS grant would provide up to $138,000 to continue funding two staff in the HCV program. Through these grants, case management services will be provided to families to gain economic independence from government assistance. Both applications were due October 7, 2013. If authorization to apply is not granted, the applications will be withdrawn.

OTHER INFORMATION

If awarded by HUD, these grants will further the Housing Department’s mission of creating, promoting and sustaining diversified and affordable housing opportunities, while encouraging resident stability and economic independence.

The City of Phoenix FSS Program has demonstrated significant success with 296 graduates and 116 homeowners. The success is primarily based on two factors. Intensive case management, which provides supportive services to empower participants to reduce or eliminate barriers to self-sufficiency and partnerships established with community agencies that has resulted in optimal coordination and efficient utilization of resources. The history of experience, successful track record and
existing linkages with private and public resources or support services has resulted in the continued success of the City of Phoenix FSS Program.

There is no impact on the City’s General Fund. No match is required for either grant. Funds are provided through grants from HUD.

RECOMMENDATION

Requests the Neighborhoods, Housing and Development Subcommittee (NHD) recommend retroactive City Council approval to apply for and if awarded to accept both a Public Housing Family Self Sufficiency (FSS) grant in an amount up to $69,000 and a HCV FSS grant in an amount up to $138,000 from the U.S. Department of Housing and Urban Development (HUD) and to execute grant agreements and all other required documents and take all actions necessary to implement the grants.
CITY COUNCIL REPORT

TO: Lisa Takata
   Deputy City Manager

FROM: Chris Hallett
   Neighborhood Services Director

SUBJECT: 2014-15 ANNUAL ACTION PLAN AND CDBG REQUEST FOR PROPOSALS

This report requests the Neighborhood, Housing and Development Subcommittee recommend City Council approval of the process for the 2014-2015 Consolidated Plan Annual Action Plan and Community Development Block Grant (CDBG) Request for Proposals (RFP) priorities.

THE ISSUE

The 2014-2015 Consolidated Plan Annual Action Plan examines housing and community development conditions and needs in the City of Phoenix, and defines strategies for addressing those needs during the year. The plan contains the planning and application requirements of four major U.S. Department of Housing and Urban Development (HUD) programs that provide critical funds to entitlement cities like Phoenix every year. The four fund sources are: the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) programs. Through adoption of the 2010-2015 Consolidated Plan in May 2010, City Council approved general strategies and priorities for these programs. Each year a Consolidated Plan Annual Action Plan is developed that details how funds will be used in the coming year to address Consolidated Plan priorities.

OTHER INFORMATION

The CDBG RFP for Public Services and Public Facilities program is an important element of the HUD-required Consolidated Plan Annual Action Plan. Approval of the funding priorities and process for this year's CDBG RFP is also requested for Council approval.

The specific amount of funding to be received from HUD for 2014-15 has not yet been decided by Congress. Any significant changes in funding allocations could result in changes or adjustments in staff's recommendations.

Annual Action Plan Process

The Annual Action Plan process began September 9, 2013 when a public hearing was held on the needs in the community. Citizens and community leaders provided testimony on housing, homelessness, social services, and community development needs for the next year. Residents who couldn't attend the hearing were provided contact information to provide their comments via e-mail or voicemail. This information along with needs assessments from other sources will form the basis for the Annual Action Plan.
A draft of the 2014-2015 Annual Action Plan will be available for an advertised 30 day public comment period in April prior to review and final approval by City Council. The goal of the Annual Action Plan process is to ensure comprehensive community planning and coordinated service delivery to meet critical housing and community development needs.

**CDBG RFP Allocation Priorities for Public Services and Public Facilities**

Based on feedback received through the Annual Action Plan process and throughout the year, program allocations are determined. The CDBG RFP Process for Public Service and Public Facilities begins in October, as the applicant review process is extensive. The need for funding assistance far exceeds the availability of funding; over 100 applications are received annually, requesting more than $5 million in funding. Due to CDBG reductions in recent years, the City allocates less than $1 million towards these needs.

The 2014-2015 RFP estimated allocation priorities are as follows:

**Public Services ($622,308 allocated in 2013-14):**
- Enrichment Programs for Youth
- Youth and Child Care Services
- Support Services to Persons with Disabilities and Senior Support Services
- Neighborhood Revitalization Services

**Public Facilities ($324,059 allocated in 2013-14):**
- Targeted Geographic Areas or Citywide

The dates for the 2014-2015 Public Services and Public Facilities RFPs are as follows:

- RFP Available: October 15, 2013
- Proposals Due: November 25, 2013

The City Council will be asked to review and approve both the draft 2014-2015 Consolidated Plan Annual Action Plan and Community Development Block Grant (CDBG) Request for Proposals (RFP) allocations no later than first part of May 2014. The comprehensive 2014-2015 Consolidated Plan Annual Action Plan is due to HUD by May 15, 2014.

**RECOMMENDATION**

This report requests the Neighborhood, Housing and Development Subcommittee recommend City Council approval of the process for the 2014-2015 Consolidated Plan Annual Action Plan and Community Development Block Grant (CDBG) Request for Proposals (RFP) priorities.
CITY COUNCIL REPORT

TO:        Rick Naimark  
Deputy City Manager  

FROM:      Alan Stephenson  
Acting Planning and Development  
Director  

SUBJECT:  ZONING ORDINANCE TEXT AMENDMENT TO ALLOW AN HISTORIC  
PRESERVATION-LANDMARK (HP-L) TO OPEN TO THE PUBLIC,  
SUBJECT TO A SPECIAL PERMIT  

This report provides information to the Neighborhoods, Housing and Development Subcommittee on a Zoning Ordinance Text Amendment to allow property designated with the Historic Preservation-Landmark (HP-L) zoning overlay to open to the public, subject to approval of a Special Permit through the rezoning public hearing process. Staff requests the Neighborhoods, Housing and Development Subcommittee recommend City Council approval of Zoning Ordinance Text Amendment TA-3-13 as shown in Attachment B.

THE ISSUE

The purpose of the proposed text amendment is to update the Phoenix Zoning Ordinance to allow property designated with the Historic Preservation-Landmark (HP-L) zoning overlay to open to the public, subject to approval of a Special Permit through the rezoning public hearing process.

OTHER INFORMATION

To date, there are 15 designated Landmarks on the Phoenix Historic Property Register, in addition to a pending designation for the David and Gladys Wright House in Arcadia. Eleven of the 15 are owned by government entities. The four privately owned Landmarks include a church, two commercial properties and the Arizona Biltmore. This text amendment was initiated to potentially allow the David and Gladys Wright House to open to the public upon designation as a Landmark and subject to approval of a Special Permit. Very few properties rise to the level of exceptional significance to be designated as a Landmark and both the Landmark designation and the Special Permit are approved through the rezoning process with multiple opportunities for public input.

The Planning Commission initiated this text amendment on April 9, 2013.

The Text Amendment Advisory Committee (TAAC) met on August 22, 2013, to discuss the proposed text amendment. Most of the concerns expressed focused on site access and parking for Landmark properties. A few changes were recommended to the draft text to address those concerns.

The text amendment has been approved by 7 of the Village Planning Committees (VPC); 8 did not review the amendment. (Attachment A)
The Historic Preservation Commission recommended approval of this item on September 16, 2013.

The Planning Commission recommended approval of this item on October 8, 2013.

RECOMMENDATION

Staff requests the Neighborhoods, Housing and Development Subcommittee recommend City Council approval of Zoning Ordinance Text Amendment TA-3-13 as shown in Attachment B.

Attachment:

A: Village Planning Committee Results
B: Proposed Text Amendment
C: Historic Preservation Landmarks
## TA-3-13 Historic Preservation- Landmark Open to the Public

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<tr>
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**Attachment B**

**Z-TA-3-13 Historic Preservation Landmark Open to the Public**

Proposed Language:

Amend Chapter 6, Section 647.A.1 of the Phoenix Zoning Ordinance by adding a new paragraph "l" to read as follows:

***

I. AN HISTORIC PRESERVATION- LANDMARK (HP-L) OPEN TO THE PUBLIC.
THE APPLICATION FOR THE SPECIAL PERMIT SHALL INCLUDE THE FOLLOWING:

(1) REGULAR HOURS OF VISITATION.

(2) A PARKING STUDY SPECIFYING THE REQUIRED NUMBER OF PARKING SPACES. OFF-SITE PARKING WITHIN A QUARTER OF A MILE SPECIFICALLY IDENTIFIED WITH THE SPECIAL PERMIT APPLICATION OR WITH SHUTTLE SERVICE MAY BE USED TO MEET THE NUMBER OF REQUIRED PARKING SPACES.

(3) A SITE PLAN INCLUDING ANY ACCESSORY BUILDINGS, BUILDING ADDITIONS OR OTHER INFRASTRUCTURE IMPROVEMENTS USED TO ACCOMMODATE VISITORS TO THE SITE.

(4) TYPES OF OUTDOOR ACTIVITIES OR EVENTS WITH FREQUENCY AND HOURS. MOBILE VENDING SHALL NOT BE PERMITTED.

(5) ACCESSORY USES SUCH AS BUT NOT LIMITED TO A GIFT SHOP OR ON SITE SALES OF FOOD AND BEVERAGES.

(6) A SIGNAGE PLAN, INCLUDING ANY PROPOSED LIGHTING.

***
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This report provides an update to the Neighborhoods, Housing and Development (NHD) Subcommittee on the Infill Advisory Groups and requests the NHD Subcommittee recommend City Council approval of the new Infill Area Map and Phase I technical recommendations for streamlining infill development.

THE ISSUE

In April 2013, Planning & Development (P&D) received City Council approval to form an infill development advisory committee of key stakeholders and customers to assist in creating a pilot area for removing barriers to infill development and incorporating flexibility in standard development requirements. The committee’s goal was to promote growth and development in areas served by light rail and existing public infrastructure.

In June 2013, P&D conducted six public meetings with more than 200 residents, design professionals, builders and business owners in attendance. Staff solicited input on attendees’ experience with infill development, how it has affected neighborhoods, and how the City’s process could be improved. Over 150 comments and suggestions were gathered and categorized into a work plan.

Commentary from the public meetings and the subsequent work plan categories led to the creation of two advisory groups. The Phase I group membership consisted of design professionals, builders, zoning professionals, and City staff. This group was assigned technical issues related to the interpretation and application of City Code and Building Code requirements. The Phase II group membership consists of neighborhood representatives, some design professionals, zoning professionals, and City staff. The Phase II group is assigned issues related to neighborhoods and quality of life and their recommendations will be brought forward to the City Council in the future as they are finalized.

The Phase I group met over a period of four months and worked to define an Infill Area Map (Attachments A and B) and formulate technical recommendations as outlined in Attachment C. Recommendations include a new definition of infill and a proposal for a new smaller infill area in the core of the city along the light rail line within downtown and areas south of downtown along the Rio Salado. These areas south of downtown have long been focus areas for redevelopment opportunities. This infill policy and map is intended to replace the current policy and map found in the General Plan. Following is the recommended new definition of infill and some related policy language:

Infill is a development that is constructed within a built-up area on vacant or underutilized property or between existing buildings. The City has created an
infill policy that provides regulatory relief to encourage infill development in the City’s core and along the light rail stations. Infill-specific relief does not affect or supersede the existing zoning. To qualify for infill-specific regulatory relief, an infill development must be located within the Infill Policy Area Map.

For the technical recommendations, commonly approved technical appeals were reviewed to identify which could be approved without an appeal, resulting in a streamlined process, saving applicants up to three weeks time. Other code/policy relief was recommended to eliminate uncertainty in the development process. All the Phase I groups’ recommendations were presented to the Phase II group and their input was incorporated into staff’s final recommendations.

A follow up public meeting to communicate progress and facilitate stakeholder input on Phase I technical recommendations was conducted on October 9, 2013.

The Phase II group will continue to meet through the fall to make recommendations on quality of life issues that are best addressed through the Zoning Ordinance and related text amendments.

RECOMMENDATION

The Development Advisory Board unanimously recommended approval of the Infill Area Map and the Phase I technical recommendations as presented by staff on September 19, 2013.

Staff requests the NHD Subcommittee recommend City Council approval of the Infill Area Map and the Phase I technical recommendations for streamlining infill development.

Attachment A: Proposed Infill Area Shown on Existing General Plan Infill Map
Attachment B: Proposed Infill Area Map Boundaries
Attachment C: Phase I Technical Recommendations
Attachment A
Existing General Plan
Infill Area Map with Proposed Boundary Changes
Phase I Advisory Group Technical Recommendations

Streamline Technical Appeals

Remove need for the following commonly approved technical appeals

- Parcels included in Infill Map allowed pre-vs. post or first flush retention
- (Citywide) No automatic PUEs on Plat when applicant provides approval letters from utilities – will document utility approval in permitting system
- (Citywide) Low slope sewer taps allowed with appropriate engineering calculations
- (Citywide) Minimum fire line sizing allowed

Speed up technical appeal & Building Code Modification Processes

- (Citywide) Hold weekly Technical Appeal meeting, invite applicant to meeting, and render a decision at the meeting with written notification in 48 hours.

- (Citywide) Hold bi-weekly Code Modification meetings, invite applicant to meeting, and render a decision at the meeting with written notification in 48 hours.

Ongoing Improvement

- (Citywide) Track appeals for regular review of commonly approved items and determine if policies can be revised to eliminate the requirement for appeal

Reduced Inventory/Salvage/Landscape Requirements

- Eliminate inventory salvage requirement on properties in the Infill Area Map (unless property has specific zoning stipulations regarding existing trees or plants and as long as there are no trees in the ROW that will be removed)

- (Citywide) Allow site plan to include landscaping information for lots less than 2 net acres

- (Citywide) Allow landscape/inventory/salvage combination plan review for sites less than 5 net acres in size

Reduced Fire Access requirements (new Fire Infill Development Policy)

- Allow 16' fire access road for all projects within the infill area map
- Allow alley access, if alley is paved per city standard, for all projects within the infill area map
**Water/Sewer/Utilities**

- Allow the use of master meters for Single Family Attached type subdivisions within the infill area map

**Reduced Grading & Drainage and Retention Requirements**

- Allow pre versus post or first flush in the infill area map.
- (Citywide) G&D plan not required where sum of the additional impervious surfaces are no greater than 2,000 sf
- Zero lot line buildings in the Downtown Code Area allowed first flush retention

**Reduced Site Requirements**

- (Citywide) Allow existing driveway widths to remain when traffic is not significantly increased (= change of use to more intense use)
- (Citywide) Allow existing parking lots to remain as long as minimal parking lot changes are proposed
- (Citywide) New parking spaces can match existing spaces as long as less than 50 spaces are being added
- (Citywide) If less than 2,000 sf of building is being added:
  - Waive requirement for driveway retrofits
  - Waive requirement for right of way and sidewalk dedications
  - Waive requirement for street improvements
- (Citywide) If a more intense use is not proposed, waive requirements to bring number of spaces up to code for sites short of parking

**Solid Waste Turn Around Relief**

- Allow for specialized collection in smaller truck, reducing turnaround requirements within the Infill Area Map (smaller, 30’ clearance)

**Encourage pedestrian and bike friendly development in the infill area map**

- Include pedestrian and bike connectivity in traffic studies for downtown/infill area map

**Dedicated, expert assistance for projects within the downtown/infill area map**

- Create an Infill Development Team to facilitate infill projects through the development process. Five new positions needed for this team are a Planning & Development Team Leader, Structural Plans Engineer, Electrical Plans Engineer, Plumbing/Mechanical Engineer, Engineering Technician, and a Secretary II.
Facilitate Single Family Attached Subdivisions

In conjunction with a Text Amendment recommendation to facilitate new residential single family attached subdivisions from the Phase II group:

Traffic

- New coordinated minimum standards for street and private driveway/accessway widths to cover requirements of both water/sewer demands, and traffic/pedestrian circulation demands.

Solid Waste Collection

- Provide flexible options for centralized collection or street service depending on project configuration.
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TO: Lisa Takata
Deputy City Manager

FROM: Chris Hallett
Neighborhood Services Director

SUBJECT: ANTI-GRAFFITI TASK FORCE UPDATE

This report provides the Neighborhoods, Housing and Development Subcommittee with an update on the Anti-Graffiti Task Force initiatives.

THE ISSUE

The Anti-Graffiti Task Force, co-chaired by Council members Michael Nowakowski and Tom Simplot, was tasked with the goals of: developing additional methods to address graffiti in Phoenix; exploring outreach methods to attract more businesses and residents to join existing anti-graffiti efforts; identifying opportunities to provide education on the impact of graffiti; and building capacity for the anti-graffiti campaign.

OTHER INFORMATION

The Anti-Graffiti Task Force made recommendations in three Neighborhood Services Department (NSD) graffiti program areas approved by the City Council on March 6, 2012: enforcement, education, and abatement. Updates on the outcomes of the approved recommendations are provided below.

Graffiti Pilot Program:
The Graffiti Free Phoenix Pilot Program allowed NSD Graffiti Busters to document and remove graffiti from a property up to three times, educate the property owner on the program, and use an enforcement process for graffiti if the property continued to be in violation. The pilot program began on July 1, 2012 and concluded on June 30, 2013 in the area of 43rd to 59th avenues, McDowell to Camelback Roads, focused on properties along major thoroughfares.

During the year-long pilot, 486 (54 percent) of the properties remained graffiti free, the other 414 (46 percent) of the properties had one or more incidents of graffiti.

Ninety-eight (23 percent) Notices of Violation (NOV) were issued during the pilot program. In 13 cases (three percent), citations were issued and in six of those cases fines were assessed totaling $800. In four cases the defendant failed to appear, however the properties were brought into compliance and the case was closed. Additionally, one of the cases was dismissed due to an incorrect address. Two cases are currently pending arraignment or a hearing. These percentages appear to show that education resulted in a limited number of enforcement cases.

Legislative Efforts:
The Task Force organized a day at the legislature on January 11, 2013 where 103 residents signed up to receive legislative updates and approximately 50 residents
received training provided by Government Relations staff on how the legislative process works.

Task force members advocated at the State Capitol for omnibus graffiti legislation, which included mandatory full restitution for minors convicted of any conceivable form of criminal graffiti damage, parental restitution liability (capped at $10,000) if the court finds that the convicted minor is unable to make restitution and categorizing graffiti as criminal damage no less than a Class 1 misdemeanor. The legislation was assigned to both the House Judiciary and Commerce committees, but did not receive a hearing.

State legislators have reached out to the Task Force and to city staff proposing possible legislation in 2014 to require identification for the purchase of graffiti implements and a non-access provision for retailers. The legislators ask that Phoenix City Council members reach out to elected officials in neighboring cities in order to build support for the proposed 2014 graffiti legislation.

RECOMMENDATION

This report is for information only.
This report provides an update to the Neighborhoods, Housing and Development Subcommittee on the Neighborhood Stabilization Program (NSP).

THE ISSUE

The U.S. Department of Housing and Urban Development (HUD) awarded the City of Phoenix three Neighborhood Stabilization Program (NSP) grants totaling approximately $115 million; $39.4 million in NSP1 funds from the Housing and Economic Recovery Act of 2008 (HERA) awarded in September 2009, $60 million in NSP2 funds under the American Recovery and Reinvestment Act (ARRA) awarded in February 2010 and $16 million in NSP3 as part of the Dodd-Frank Wall Street Reform and Consumer Protection Act awarded in March 2011.

The program required tight deadlines and concentration of strategic efforts in areas hardest hit by foreclosures in order to maximize the neighborhood stabilizing impact of the funding. Both NSP1 and NSP2 deadlines were met this past spring. The NSP3 100 percent deadline is March 2014 and the program is on track to meet the deadline with 60.45 percent or $9.7 million of the allocated $16 million spent and drawn from Treasury.

OTHER INFORMATION

To date, Phoenix has addressed 2,584 vacant, foreclosed housing units. The program initial goal was 2,017 total units. Additional detail on NSP activity and outcomes is included in “Attachment A – NSP Properties Update” and “Attachment B – General Summary of NSP Program Impact and Highlights.”

Multi-Family

Substantial rehabilitation is complete at six multi-family properties with three properties still in the rehabilitation stage. Construction at Santa Fe Springs and Ocotillo Apartments is expected to be wrapped up this fall. Phase Two of the rehabilitation at Park Lee will complete the remaining 117 units by December 2013, for a total of 523
units available for leasing. Five communities (Collins Court, West Eleventh, Park Lee, Pine Crest and Summit Apartments) have maintained occupancy at more than 90 percent of the total renovated units.

**Single Family Progress and Home Sales**

One neighborhood at a time, NSP has turned vacant foreclosed houses back into homes, resulting in desirable communities where people want to live, work and play. Of the 718 single-family homes to be assisted, 532 are complete with 506 sold. Eighty three have been demolished for future infill development. An additional 103 units are in progress. Currently, 14 homes are under contract and nine are available for sale. Due to the low inventory in the open housing market, NSP homes have been in high demand. NSP will continue to sell homes through the coming year.

**Gordon Estates Green Building Workshops**

The Gordon Estates project is the first subdivision in the United States to achieve the following green certifications and efficiency standards: National Green Building Standard Gold, ENERGY STAR v3, EPA WaterSense, and Indoor Air Plus certifications. Rescuing the failed subdivision has addressed three program goals:

- New home construction with high efficiency at an attainable price and creating jobs in the community
- Homes that cost less to operate and provide a healthier environment for the homeowner
- Educate industry professionals and homebuilders on how to build green homes at a lower price on a production scale

To demonstrate that affordable green homes can be developed in a production approach, the development team led by G Street Inc. hosted four workshops and provided tours of Gordon Estates during construction. A total of 175 developers, real estate professionals, appraisers, lenders and others attended the workshops.

**Additional Phoenix NSP Activity**

The Arizona Department of Housing (ADOH) “Your Way Home AZ” NSP Program, as well as the Chicanos Por La Causa NSP2 Program, contributed significant NSP activity in addition to the City’s efforts with 489 and 514 units respectively.

**NSP Program Recognition**

**33rd Annual Arizona Forward Environmental Excellence Awards recipients**

The Neighborhood Stabilization Program (NSP) was honored with Arizona Forward 2013 Crescordia Environmental Excellence Award for their Single Family Home Green Initiatives. Arizona Forward, in partnership with Salt River Project (SRP), hosted this gala event known as the “Academy Awards” of the environmental community spotlighting statewide green projects that demonstrate a high level of greening initiatives. This distinguished award recognizes sustainable communities under the category of Livable Communities. NSP initiatives include green demolition, Habitat for Humanity Central Arizona’s LEED Platinum Home, Energy–Efficient Rehabilitation and New Construction NAHB Gold Certified Homes. In addition, Mandalay Communities, one of the City’s NSP developer partners, received a 2013 Environmental Excellence Merit Award for the Green NSP Gordon Estates Subdivision Project. This award recognizes green Building and Structures under the Arizona Forward Residential category.
US Department of Energy (DOE) Challenge Home Builder Award Finalist
The NSP subdivision, Gordon Estates is a Housing Innovation Award Finalist for this first time national award program recognizing sustainable, energy efficient homebuilding innovation. DOE considers this project a significant accomplishment and Mandalay Communities is recognized for leadership in paving the way for sustainable building practices for the rest of the U.S. housing industry. The grand award winners will be announced on Friday, October 4.

HUD Phoenix Field Office Most Valuable Partner (MVP) Award
The City of Phoenix Neighborhood Services Department (NSD) was selected to receive the HUD Phoenix Field Office MVP Award for supporting HUD initiatives to strengthen the nation’s housing market. The award recognizes the Department performance in providing diversity in homeownership under the Neighborhood Stabilization and Family Self-Sufficiency Programs. NSD will be recognized at the Phoenix Field Office Awards Ceremony on Thursday, October 17.

Current Market Condition
The metro Phoenix housing market continues to improve with sales prices rising over 60 percent since early 2012. A low inventory of for sale homes continues to drive rising values. Fewer than 10 percent of listed homes are foreclosures. Vacant homes are now within the high end of a ‘normal’ range for metro Phoenix according to area economist Elliott Pollack. According to Mike Orr, director at Arizona State University (ASU) Center for Real Estate Theory and Practice, the Greater Phoenix housing market is moving towards equilibrium with increasing inventory and weakening demand. ASU’s monthly real estate report also noted that 27 percent of the houses sold in July were purchased by investors, compared to 40 percent in July 2012. Investor activity is often credited with improving the valley’s housing market.

Foreclosure activity has fallen below normal, short sales will continue for a while but the volume is decreasing and loan delinquency is approaching normal levels. Arizona has benefited from the federal government Housing Affordable Modification Program (HAMP) with 33,979 homeowners able to keep their homes through loan modifications. Lender’s own modification programs (non-federally supported) have contributed to over 100,000 Arizona households with modified loans.

Economist Elliott Pollack recently said in an article for The Arizona Republic even though the market will continue to improve, it will be “a long slow recovery.”

RECOMMENDATION
This report is for information only.

Attachments
The following information provides a general summary of the current program status and highlights of the program activities undertaken:

<table>
<thead>
<tr>
<th>NSP Strategies Update</th>
<th>NSP1</th>
<th>NSP2</th>
<th>NSP3</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-Family Units - Rehab Completed</td>
<td>692</td>
<td>518</td>
<td>56</td>
<td>1,039</td>
</tr>
<tr>
<td>Multi-Family Units - Rehab In Progress</td>
<td>117</td>
<td>310</td>
<td>173</td>
<td>827</td>
</tr>
<tr>
<td>Multi-Family Units</td>
<td>809</td>
<td>828</td>
<td>229</td>
<td>1,866</td>
</tr>
<tr>
<td>Single Family – Rehabs Completed</td>
<td>105</td>
<td>222</td>
<td>0</td>
<td>327</td>
</tr>
<tr>
<td>Single Family – Rehabs In Progress</td>
<td>3</td>
<td>47</td>
<td>32</td>
<td>82</td>
</tr>
<tr>
<td>Homeownership Assistance- Buyers Assisted</td>
<td>190</td>
<td>0</td>
<td>1</td>
<td>191</td>
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<tr>
<td>Subdivision New Home Construction – In Progress</td>
<td>N/A</td>
<td>14</td>
<td>N/A</td>
<td>14</td>
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<tr>
<td>Acquisition/Demolition – Completed</td>
<td>67</td>
<td>13</td>
<td>3</td>
<td>83</td>
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<tr>
<td>Acquisition/Demolition – In Progress</td>
<td>0</td>
<td>20</td>
<td>1</td>
<td>21</td>
</tr>
<tr>
<td>Single-Family Units</td>
<td>365</td>
<td>316</td>
<td>37</td>
<td>718</td>
</tr>
<tr>
<td>Total Units</td>
<td>1,174</td>
<td>1,144</td>
<td>266</td>
<td>2,584</td>
</tr>
</tbody>
</table>
ATTACHMENT B
General Summary of NSP Impact and Highlights

Neighborhood Impact:
- 68 percent of NSP activity clustered in targeted areas
- 67 percent of neighborhoods with clustered activity saw greater market recovery than comparable areas
- 79 percent of NSP single-family homes are located within a half-mile proximity to public transportation
- 5 of the 9 NSP multi-family rental communities are on the light rail corridor
- 99.8 percent of NSP homeowners have remained current on their mortgage

Sustainability/Energy Efficiency:
- $593 in estimated annual energy savings on renovated Move-in Ready (MIR) homes
- $1,809 in estimated annual energy savings on newly constructed homes
- All 15 newly constructed homes are solar powered
- All renovated NSP multifamily properties have energy star appliances and the renovation of Summit Apartments included solar water heaters.

Community Connections with NSP:
- Over 2,000 residents learned about NSP through more than 54 community outreach events
- Over 7,366 members of the Real Estate and Lending community were oriented to learn about and participate in NSP
- Educated 175 homebuilders and real estate professionals on affordable green building practices at four Green Home 101 workshops at Gordon Estates
- News releases and NSP Program Outcomes display

Households Benefited:
- 506 total NSP homebuyers to date
- 233, or 47 percent, of homebuyers had incomes at or below 80 percent of Area Median Income
- 307 total NSP homebuyers benefited from homes with energy efficiency renovations (Home Improvement Program and MIR)
- 118 total NSP homebuyers received additional leveraged down payment assistance from other sources (Neighborhood LIFT, Hope VI, etc.)
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CITY COUNCIL REPORT

TO: Neal Young  
Senior Executive Assistant to the  
City Manager

FROM: Deanna Jonovich  
Human Services Director

Karl Matzinger  
Interim Housing Director

SUBJECT: HOUSING AND HUMAN SERVICES INITIATIVES TO ADDRESS  
CHRONIC AND VETERAN HOMELESSNESS

This report provides an overview of recent accomplishments and activities helping to alleviate homelessness in the city of Phoenix. The City has been at the forefront of implementing innovative programs and realigning services to effectively address homelessness targeting chronically homeless families and individuals, homeless veterans, and homeless youth.

THE ISSUE

The effects of homelessness on the community are financial, as well as social. A Morrison Institute study shows the average annual costs to assist the chronically homeless include three ambulance uses per person ($1,500), three emergency room episodes ($6,222) and two hospitalizations ($65,027).

Research on permanent supportive housing and the “Housing First” models has demonstrated these solutions provide high impact, cost effective results. The City of Denver experienced an average savings of $4,745 per person in their Housing First program.

City of Phoenix initiatives continue to focus services towards Housing First targeting the highest priority populations including homeless veterans, chronically homeless families and individuals, and homeless youth. These priorities were included in regional planning processes including two Homeless “Boot Camps” focusing on providing services to veterans and the chronically homeless. The resulting 100 day plans have in turn helped accelerate and strengthen regional Continuum of Care planning and initiatives. As a result, the City is enhancing partnerships with other homeless services organizations including the Valley of the Sun United Way, the Arizona Coalition to End Homelessness, the Human Services Campus and state and federal veterans services.

This coordination is producing results. On September 26, 2013 the City and other partners from the Boot Camp on Chronic Homelessness announced they had exceeded the 100-day goal of placing 165 chronic households into permanent supportive housing by an additional 39 households. This figure included 13 veterans who were not eligible for veteran housing programs.
As a result, the City’s program is also in full compliance of national goals on homelessness as established by the Secretary of the U.S. Department of Housing and Urban Development and the HEARTH Act. On an August 6, 2013 visit to Phoenix, President Obama recognized the City’s successful leadership in ending veteran homelessness by 2014 and chronic homelessness by 2015.

OTHER INFORMATION

Last year, the Housing (HD) and Human Services (HSD) departments paved the way for effective deployment of City resources by jointly issuing a Request For Proposals (RFP) for housing and supportive services using the “Housing First” model. This partnership serves chronically homeless individuals and families, and homeless youth through a combination of contracted outreach and re-housing and/or “wrap-around” services combined with housing vouchers.

In providing vouchers through an RFP, HD sought to match vouchers with providers of housing to chronically or underserved homeless populations. Seven non-profit organizations were awarded a total of 120 housing vouchers. See Addendum B for an itemization of these vouchers.

The RFP also provided continued funding for emergency shelter services for target populations with contract awards including Tumbleweed, Salvation Army and the UMOM New Day Center. The Human Services Department is working with Tumbleweed to explore the development of a youth program based upon the Israeli model serving youth under age 18. The model, brought forward as a priority by Councilman Valenzuela, is based on a campus environment, housing youth who would otherwise be homeless. Services include dormitory sleeping arrangements, food services, educational services, and recreational opportunities.

The HSD Watkins Emergency Shelter (WES) program provides year-round emergency shelter and a range of social and referral services for single females and families with children. WES is a collaborative effort between the City and UMOM. Through WES, a new Housing First program will be operated by HD and HSD, placing up to 25 chronically homeless families a year in HD’s public housing units, wrapped with supportive services provided by HSD caseworkers.

Three HSD Family Services Centers, geographically located throughout the city, provide a broad range of crisis assistance, including eviction and foreclosure prevention assistance to promote self-sufficiency for low- to medium-income Phoenix residents. Last year, 1,135 households received eviction prevention assistance.

HSD also provides more than $1.8 million in local funding for the operation of regional homeless services including the Watkins Emergency Shelter, Central Arizona Shelter Services, Local Alcohol Reception Center (LARC) and Chrysalis Shelter for homeless domestic violence victims.

Additionally, 695 Veterans Affairs Supportive Housing (VASH) vouchers are being managed through HD to assist veterans and their families. These vouchers have been used in several affordable housing projects including Encanto Pointe, Collins Court, Madison Pointe, and Victory Place. Some vouchers were dedicated Project H3 Vets targeting vouchers to chronically homeless veterans. Human Services Department prevention funding provides move-in assistance for homeless veterans applying for
VASH vouchers in a partnership which has received national recognition as a best practice. These resources support the regional initiatives developed in the Denver Boot Camp on veteran homelessness and Chicago Boot Camp on ending chronic homelessness. The City and its partners are on track to eliminate chronic homelessness among veterans in the Phoenix area by March 2014.

Through the Housing Department annual allocation of Housing Opportunities for Persons with AIDS (HOPWA) 130 vouchers have been issued to serve homeless individuals with HIV/AIDS and their families. HD also administers voucher programs serving homeless populations through smaller programs initiated by faith based initiatives, the Department of Economic Security and Single Room Occupancy sites.

Finally, HD has long worked with non-profit developers of supportive housing for homeless families and individuals by providing deferred loans to construct or rehabilitate units. Since 2000, the Department has committed $30,688,500 in federal and local funding toward 920 affordable housing units.

Both departments will continue to participate in regional efforts to end chronic and veteran homelessness. The current regional estimate indicates this involves an average placement rate of 55 households per month through December 2015. This placement rate will require the region to enhance the prioritization of existing resources and to develop additional regional resources in order to meet the goal.

A complete listing of all Human Services Department programs and their funding is included in Addendum A. A similar listing of Housing Department programs and funding is included in Addendum B.

RECOMMENDATION

This report is for information and discussion only.
Addendum A

Human Services Department
Homeless Programs & Priorities

Funding Summary

<table>
<thead>
<tr>
<th>Program</th>
<th>General Fund</th>
<th>Emergency Shelter Grant</th>
<th>Community Development Block Grant</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Homeless Contracts</td>
<td>$</td>
<td>$ 423,017</td>
<td>$ 151,645</td>
<td>$ 574,662</td>
</tr>
<tr>
<td>LARC</td>
<td>$ 201,045</td>
<td>$</td>
<td>$ -</td>
<td>$ 201,045</td>
</tr>
<tr>
<td>CASS Contract</td>
<td>$ 741,843</td>
<td>$</td>
<td>$ -</td>
<td>$ 741,843</td>
</tr>
<tr>
<td>Food Bank Contracts</td>
<td>$ 250,000</td>
<td>$</td>
<td>$ -</td>
<td>$ 250,000</td>
</tr>
<tr>
<td>Watkins Emergency Shelter</td>
<td>$ 615,973</td>
<td>$ 608,484</td>
<td>$ 404,442</td>
<td>$ 1,628,899</td>
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<tr>
<td>Community Services -</td>
<td>$</td>
<td>$ 675,634</td>
<td>$ -</td>
<td>$ 675,634</td>
</tr>
<tr>
<td>Homeless Prevention</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>$ 1,808,861</td>
<td>$ 1,707,135</td>
<td>$ 556,087</td>
<td>$ 4,072,083</td>
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</table>

*Watkins General Fund includes $9,500 in restricted funds

Other Human Services Programs

Heat Relief Network – The Heat Relief Network is a coordinated effort among faith-based organizations, non-profit agencies, the business community and the City of Phoenix. The Network which runs from May through September was launched in 2006 after an exceptionally hot summer season. The Network provides hydration stations and heat respite sites including 15 City senior centers and three City family service centers. Network members also provide wellness checks for seniors and the disabled.

Summer/Winter Respite Programs – The Respite Programs are annual efforts to collect seasonal items including blankets, coats, socks, underwear, swim suits and clothing. These items are distributed by Human Services as well as other community agencies.

Homeless Street Count – In January, Phoenix participated in the county-wide count of homeless living on the street coordinated by MAG. Along with a shelter count, the census provides a performance measure for efforts in Phoenix to end chronic homelessness. Because the city covers more than 500 square miles, the Human Services Department developed a statistically valid census methodology which has been recognized as a best practice.

Project Connect – Project Connect is a one-day outreach event organized by the Valley of the Sun United Way. The event brings together more than 30 human service providers to one central location and thus increases access to services for homeless individuals and families. Attendees receive information and resources to obtain food, clothing, identification documents, vital records, shelter, wellness checks, haircuts and employment services. City of Phoenix onsite caseworkers provide outreach and education.

Veterans StandDown – The StandDown is an annual event bringing together diverse community and governmental agencies providing services to veterans over a three day period. Services provided include: applying for federal/state benefits, addressing unresolved legal issues, securing a driver’s license, getting a haircut, having an eye/hearing exam, food, a hot meal and a place to stay overnight.
Head Start/Early Head Start – Homeless children are categorically eligible for Head Start and Early Head Start programs. Head Start and Early Head Start provide comprehensive child development and social services to economically disadvantaged children and families, with special emphasis on promoting school readiness in the areas of language and cognitive development, early reading, science and mathematics, social skills and physical development. Parents are empowered to participate in their children’s educational and social development. The services are designed to enhance the development of the child, promote healthy family functioning and emphasize the parents as the child’s first and most important teacher.

Misdemeanor Repeat Offender Program (MROP) – This is an inter-departmental initiative involving the Police, City Prosecutor and Human Services Departments. The goal of the initiative is to identify homeless individuals who are repeat offenders in a centralized location and provide intense case management services to assist in identifying resources to meet their basic needs and address homelessness.

Maricopa Association of Governments (MAG) Continuum of Care (CoC) Programs & Priorities

Coordinated Assessment – The MAG CoC received HUD technical assistance to develop a Coordinated Assessment intended to better connect homeless clients with the appropriate interventions. The Service Prioritization Decision Assistance Tool (SPDAT) tool is in the process of evaluation for this purpose. Community and City staff recently trained on the tool and will participate in an evaluation of the tool which will likely be used across the Continuum.

CoC Governance – New HUD regulations require a specific governance structure for CoCs. The structure calls for a Board, the CoC (as we know it now) and ad-hoc stakeholder/work groups. The development of this governance structure is underway through the planning subcommittee and will be brought to the CoC in the near future for review and input.

Boot Camp – Members of the MAG CoC, Jodi Liggett from the Mayor’s Office and Jeff Jamison from HSD participated in a federally-sponsored Homeless Boot Camp. The group met in Chicago with HUD technical assistance to evaluate the scope of chronic homelessness in the region and to develop a plan to end chronic homelessness through the use of permanent supportive housing with wrap-around services. The “County Crusaders of Maricopa” met a 100-day goal for the housing of 165 chronically homeless individuals/families by housing 167 people. The continuation of this initiative with the housing of an average of 55 chronically homeless individuals/families monthly will end chronic homelessness in the region in 2015.

ESG Funding & Tiers – In 2013 HUD required that CoC applications include prioritized tiers of projects requesting funding. More than $25million in projects were awarded and the CoC’s Tier 1 and Tier 2 funding were fully funded.

Program Performance Measures – The CoC began utilizing the Homeless Management Information System (HMIS) to evaluate the performance of CoC-funded projects. This tool does not adequately distinguish between program types and is under review for improvement prior to use in future funding tier processes.
## Funding Summary of RFP Results - Vouchers

<table>
<thead>
<tr>
<th>Program</th>
<th>Housing Choice Vouchers/$</th>
<th>Project Based Vouchers/$</th>
<th>HOME TBRA/$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southwest Behavioral Health</td>
<td>45 vouchers/ $1,429,920</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Catholic Charities</td>
<td></td>
<td>10 Vouchers/ $87,840</td>
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<td></td>
</tr>
<tr>
<td>Native American Connections, Inc.</td>
<td></td>
<td>15 Vouchers/ $119,160</td>
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<td></td>
</tr>
<tr>
<td>UMOM-Casa de Paz Sahuaro</td>
<td></td>
<td>10 Vouchers/ $87,840</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UMOM-North Mountain Village</td>
<td></td>
<td>10 Vouchers/ $87,840</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tumbleweed Center for Youth Development</td>
<td></td>
<td></td>
<td>15 vouchers/ $468,000</td>
<td></td>
</tr>
<tr>
<td>One in 10, Inc.</td>
<td></td>
<td></td>
<td>15 vouchers/ $468,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>45 Vouchers/ $1,429,920</strong></td>
<td><strong>45 Vouchers/ $1,944,900</strong></td>
<td><strong>30 Vouchers/ $936,000</strong></td>
<td>120 Vouchers/ $4,310,820</td>
</tr>
</tbody>
</table>

### VASH Voucher Utilization

- **Encanto Pointe Project Based HUD-VASH**: 10 Vouchers
- **Collins Court Project Based HUD-VASH**: 10 Vouchers
- **Madison Pointe Project Based HUD-VASH**: 15 Vouchers
- **Victory Place III Project Based HUD-VASH**: 15 Vouchers
- **HUD-VASH Tenant Based Vouchers Leased and/or issued to Veterans as of September 20, 2013**: 533

<table>
<thead>
<tr>
<th>To be awarded</th>
<th>112</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total</strong></td>
<td><strong>695 Total</strong></td>
</tr>
</tbody>
</table>

### Other Voucher Programs

- **HOPWA**: 130 Vouchers
- **DES Family Unification Program**: 100 Vouchers
- **Open Table (faith based initiative)**: 3 Vouchers
- **Stepping Stones**: 44 Vouchers
- **Steel Commons**: 50 Vouchers
TO: Neal Young  
Senior Executive Assistant to the  
City Manager

FROM: Karl Matzinger  
Interim Housing Director

SUBJECT: OPERATION SAFE HOUSING

This report provides information to the Neighborhoods, Housing and Development (NHD) Subcommittee on a Housing Department initiative to increase the security at City-owned housing communities by partnering with the Phoenix Police Department to implement a community-oriented policing approach. Since implementation, “Operation Safe Housing” has decreased crime in the communities, enhanced safety and has resulted in a more cooperative spirit with residents.

THE ISSUE

With the continued reduction of federal operating subsidies to the Housing Department and reduced Police Department resources, both departments have had to cut costs while maintaining safe neighborhoods. “Operation Safe Housing” was born out of a need to be creative about addressing crime at the City-owned housing communities. A community policing approach has become the strategy of choice to address these concerns. Community policing is a philosophy that promotes organizational strategies, which support the systematic use of partnerships and problem-solving techniques to proactively address conditions that give rise to crime and fear of crime. Community policing has proven to strengthen partnerships and build respect and appreciation between Police Officers, public housing staff and residents, while also resulting in effective crime-prevention outcomes.

OTHER INFORMATION

“Operation Safe Housing,” ensures Police Officers and the Housing Investigator work cooperatively to share information and investigate criminal activity, resulting in safer housing communities, reduced crime and increased ability to capture and prosecute suspects. The Housing Department is also able to remove criminals from City-owned housing communities through the use of lease and criminal enforcement. While Police Officers have the authority to arrest, they do not have the authority to enter apartment units without appropriate judicial authorization; conversely, the Housing Investigator has no arrest powers but has the authority to enter apartment units in the event of an emergency (i.e. health, safety, and to prevent property damage). Working together, both departments are able to quickly resolve situations.

“Operation Safe Housing” also offers the opportunity to educate residents, especially youth, and provides a positive interaction between Police Officers, Housing staff and residents. Police Officers explain the legal ramifications of specific actions and the Housing Investigator explains the potential impact to residents’ housing. These
proactive and positive education efforts have resulted in behavioral change, helping residents maintain their eligibility to remain in City housing.

The Housing Investigator works alternative hours including late nights and weekends alongside Police Officers ensuring a visible presence in the City’s housing communities. This presence reduces resident fear, reduces crime, and increases the trust and cooperation from residents. As a result, residents have developed trust and respect for Police Officers and the Housing Investigator and are more willing to provide needed information to ensure community safety.

Due to the success of this collaborative effort, the Housing Department has begun working with the Desert Horizon Precinct to expand “Operation Safe Housing” to the City’s Affordable Housing portfolio. The first property of focus is Santa Fe Springs Apartments (SFS) located at 1717 W. Glendale. Over the three month period that Housing and Police have been working at SFS, the average number of police calls from this property has decreased 49 percent and departmental reports taken has decreased by 70 percent. The Housing Department plans to continue to expand “Operation Safe Housing” to additional sites to increase safety in City of Phoenix properties.

RECOMMENDATION

This report is for informational purposes only.
This report provides information to the Neighborhoods, Housing and Development Subcommittee on the current status of several streamlined development processes and other follow up items from the Development Process Ad Hoc Task Force approved by the City Council during the past year.

THE ISSUE

City Council approved the final recommendations from the Development Process Ad Hoc Task Force on November 7, 2012, for streamlining and improving the development process. Some of the recommendations were implemented immediately and others were effective in phases. This report provides a status report on the processes that were implemented over the summer of 2013 as well as an update on processes that were immediately implemented.

24 Hour Inspection Turnaround Policy
City Council approved a Planning and Development (P&D) inspection policy for 24 Hour Turnaround in November 2012. The policy directs staff to schedule all inspections for the business day following the request and make every effort to meet this schedule so that delays in the development process are avoided. In FY 2012-13, 95 percent of all residential and 97 percent of all commercial inspections were completed within one business day of the request.

Self-Certification Program Expansion
The Self-Certification Program continues to grow by allowing registered professionals to bypass the normal plan review process and obtain permits to begin construction in one day. As a result of recommendations from the Ad Hoc Task Force, eligibility criteria was expanded making Self-Certification a viable option for most projects. There are currently 203 certified professionals with over 450 total projects submitted. Since inception of the program, more than 550 permits have been issued with a $415 million permit valuation.

Consolidation of Fire New Construction Inspections
On October 1, 2012, the New Construction Fire Inspections group was successfully transferred from the Fire Department to the Planning and Development Department, resulting in improved coordination with the other commercial inspection disciplines. Customers have appreciated the new approach to scheduling inspections and are receiving Certificates of Occupancy faster due to the improved coordination.
Increased Use of On-Call Contracts

P&D is seeing an upward trend in permits and inspections. Single family home permits are up 25 percent from last fiscal year and 88 percent from FY 2010-11. Subdivision lots are up 471 percent from last fiscal year and 1,774 percent from FY 2010-11. To address the increased workload, the Department utilized on-call services from 29 reviewers and inspectors for a total of over $1.4 million in plan review and inspection services. This total is significantly higher than the $320,000 contract total in FY 2011-12 and $314,000 in FY 2010-11. Due to this increase, additional temporary positions were requested and approved for contract oversight, management and inspections for FY 2013-14.

Electronic Plan Review

Electronic Plan Review (EPR) allows for the submittal of construction plans via the internet. Plans are then reviewed and marked up electronically using software purchased and customized for the Planning and Development Department. The system allows customers to submit plans 24 hours a day and reduces the need for physical trips to city hall. An EPR pilot began on June 24, 2013. The pilot allowed staff and customers to test the software and identify gaps in the system while the final touches were completed on the website interface. To date, 26 projects have been submitted using EPR and P&D plans to go live to the general public on November 4, 2013.

Five Day Development Site Plan Review

On July 1, 2013, Five Day Development Site Plan Review was implemented with a goal to perform 90 percent of all site plans in five days or less. To achieve this goal, staff coordinated the scanning and indexing of all existing zoning files, and five dedicated staff were brought on board. The Site Development Section was moved to the Planning Division to allow for improved coordination between the zoning and site planning functions. These changes were effective at bringing what was previously a 20-30 day turnaround time to an average of five days in July and August. Additionally, the team exceeded the goal by reviewing 95 percent of over 300 total site plans submitted within five days.

Privatized Non-Life Safety Inspection Program

The Privatized Non-Life Safety Inspection Program is a voluntary program that allows development customers to hire qualified independent private inspectors to perform non-life safety inspections for the following eligible inspection types: energy, green building and landscape. Staff developed a policy outlining minimum qualifications and requirements for customers who choose this option. The program began in January 2013.

Building Maintenance Registration Program Expansion

The Building Maintenance Registration (BMR) Program is intended for electrical and plumbing/mechanical maintenance projects and is a cost-effective way for an organization to benefit from P&D's building safety inspection services. Previously, the program was limited to small projects such as relocating receptacle outlets or lighting fixtures, but through the Ad Hoc Task Force, staff recommended expansion to Level 1 alterations from the existing building code. Program implementation was coordinated with the effective date of the 2012 building codes on July 1, 2013. The expanded program has been utilized by the City of Phoenix Public Works and Water Services departments, and by John C. Lincoln Hospital.
Fire Permit Consolidation
Also in conjunction with the July 1, 2013 code adoption, consolidation of fire off-site, on-site and backflow permits was implemented. Access control permits that previously required approval by the Fire Department and P&D were combined to require only one approval. Sprinklers in single family homes can now be a deferred submittal on a single family home permit, allowing customers to begin construction prior to having sprinkler plans approved.

RECOMMENDATION

This item is for information only.